

**Township Committee Minutes**

**February 22, 2022**

A Special Meeting of the Kingwood Township Committee was called to order at 1:00P.M. with Mayor Syrnick presiding.

Also present at the meeting were Deputy Mayor Ciacciarelli, Committee Member Russano, C.F.O. Diane Laudenbach, Deputy Clerk Michele Tipton-Walters, and Clerk Cynthia Keller. Mayor Syrnick called the meeting to order and following the salute to the flag, read aloud the following:

**NOTICE REQUIREMENTS**

**Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on February 10, 2022 and by telefaxing a copy of the notice to the Express Times on February 7, 2022. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on February 7, 2022.**

**Due to continuing COVID19 precautions, the Township Committee Special Meeting will be held at 1:00 P.M., Tuesday, February 22, 2022 by a virtual zoom meeting.**

**In order to ensure full public participation in this meeting, all members of this Committee, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk. Your cooperation is appreciated.**

**Roll Call**

**Resolution No. 2022 – 22 Emergency Temporary Appropriation**

The following Resolution was introduced:

**RESOLUTION NO. 2022 – 22**

**TEMPORARY EMERGENCY RESOLUTION**

**WHEREAS**, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments or payments prior to the 2022 budget and no adequate provision has been made in the 2022 temporary budget for the aforesaid purposes, and

**WHEREAS**, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

**WHEREAS**, the total emergency temporary appropriation resolutions adopted in the year 2022 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$84,450.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, in the County of Hunterdon, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$84,450.00 as follows:

**Governing Body – Other Expense - \$ 1,000.00**  
**Administrative & Executive – Other Expense - \$2,000.00**  
**Finance Administration Other Expense - \$1,000.00**  
**Zoning – Other Expense – \$1,000.00**  
**Engineering – Other Expense - \$2,500.00**  
**Construction – Other Expense - \$1,000.00**  
**Fair Share Housing Other Expense – \$1,000.00**  
**Buildings and Grounds Other Expense - \$15,000.00**  
**Liability Insurance - \$1,000.00**

2. Said emergency temporary appropriations will be provided for in the 2022 budget.

3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

It was moved by Mr. Russano, seconded by Mr. Ciacciarelli and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Ciacciarelli, Russano, Syrnick</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

### **Budget Workshop**

The Township Committee started the meeting by reviewing the Budget Worksheet for 2022. The Committee Members discussed the budget requests for all the departments, Boards, Committees and Commission, which were submitted for consideration for the 2022 budget. The only increase would be for the Department of Public Works, “Worker #1 Classification”. Several line items were discussed to be redistributed to other accounts.

A request for a new lap top for the OEM Coordinator was discussed. C.F.O. Laudenbach explained there will be enough funds once the 2022 Municipal Budget is introduced.

All the figures discussed and agreed upon will be incorporated into the 2022 Municipal Budget and sent to the Township’s Auditor.

It was moved by Mr. Ciacciarelli, seconded by Mr. Russano and carried to forward the budget requests and updates discussed to the Township’s Auditor, Mr. William Colantano.

Proposals for Land Use Attorney – Planning Board and Board of Adjustment

The Township Committee reviewed the proposals for Land Use Attorney received.

**Resolution**

**Resolution No. 2022 – 23 Authorizing the Award of Non-Fair and Open Contracts for Professional Services for Year 2022**

**RESOLUTION NO. 2022 - 23**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES  
FOR YEAR 2022**

**WHEREAS**, the Township of Kingwood has a need to acquire professional services of Township Professionals as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Township Chief Financial Officer has determined and certified in writing that the value of the acquisitions will exceed \$17,500; and

**WHEREAS**, the anticipated term of these contracts is one year(s); and

**WHEREAS**, the Professional set forth below has submitted a proposal indicating they will provide the professional services described below for the amount set forth in each submitted proposal; and

**WHEREAS**, the Professional set forth in below has completed and submitted a Business Entity Disclosure Certification which certifies that each Township Professional has not made any reportable contributions to a political or candidate committee in the Township of Kingwood in the previous one year, and that the contract will prohibit the Township professionals from making any reportable contributions through the term of the contract; and

**WHEREAS**, a certification of availability of funds, specifying the line item appropriation(s) to be charged as to the contract set forth below has been provided by the Chief Financial Officer of the Township of Kingwood.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Kingwood authorizes the Mayor and Clerk to enter into a contract with the Professional as described below:

Kingwood Township Planning Board and Board of Adjustment Land Use Attorney.

**Savo Schalk, Corsini, Gillespie,  
& Fisher, P.A.  
50 East Main Street, Suite 301  
Somerville, NJ 08876**

**\$175.00 an hour - Partners  
\$145.00 an hour - Associates**

A copy of this Resolution shall be published in the Hunterdon Democrat as required by law.

It was moved by Mr. Ciacciarelli, seconded by Mr. Russano and carried to approve the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Ciacciarelli, Russano, Syrnick</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Public Comment – Privilege of the Floor**

There were no public comments.

**Adjournment**

It was moved by Mr. Ciacciarelli, seconded by Mr. Russano and carried to adjourn the meeting at 1:22P.M. All voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

**Cynthia L. Keller, RMC  
Township Clerk**